



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

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June 24, 2011

To: Mayor Michael D. Antonovich
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Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: William T Fujioka
Chief Executive Officer

Lisa M. Garrett
Director of Personnel

PROBATION WORKFORCE REDUCTION STATUS REPORT

As instructed by your Board on May 17, 2011, this memorandum reports the bi-weekly status of the workforce reduction process for the Probation (Probation) Department.

Seniority Lists/Workforce Reduction Plan

On June 8, 2011, Probation distributed seniority lists to employees through its Probnet (Intranet system), email, and postings at various sites. Probation notified employees who are out on leave by letter.

The employees are now within the allotted three-week review period. To date, twenty-three (23) employees have requested corrections. Of these, two (2) are from employees in the impacted classifications. Probation is researching these requests to determine if they require adjustment.

Probation will remind all employees of the June 29, 2011, deadline for requesting corrections to the lists. The Workforce Reduction Plan is targeted for submission to the Department of Human Resources (DHR) on July 20, 2011.

"To Enrich Lives Through Effective And Caring Service"

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Meetings with the Labor Unions

The Chief Executive Office (CEO) Employee Relations (ER) notified the unions by mail on June 22, 2011, of the specific classifications and numbers of employees that may be potentially impacted by the workforce reduction. A letter was also sent to the unions notifying them about transitional services available for impacted employees. Responses to various budget questions were compiled to be sent to the unions this week. A meeting will be held with the Professional Managers Association; AFSCME Local 685 (American Federation of State, County and Municipal Employees); and the Joint Council of Supervising Deputy Probation Officers on June 29, 2011, regarding the final budget adopted by your Board on June 20, 2011. A meeting regarding the workforce reduction process was scheduled to take place on June 30, 2011, with SEIU 721. SEIU 721 has asked that this meeting be rescheduled. Follow-up information on the proceedings of these meeting will be provided in the next report.

Long Term Leave/Risk Management

The number of Probation workers' compensation claims from 2009-10 and 2010-11 year to date (Attachment 1) shows 89 more claims, most from avoidable incidents such as injuries from falls, pushing or pulling objects, or being struck by a moving motor vehicle. These numbers indicate the need for an emphasis on increased safety training and procedures.

A 2009-10 comparison of Probation and Sheriff on types of workers' compensation claims (Attachment 2) again indicates Probation has a significantly higher percentage of cases caused from falls or pushing and pulling objects.

- CEO and Probation Risk Management staff met on June 23, 2011, to determine next steps:
 - CEO Risk Management has provided Probation with current workers' compensation claims data (information provided by third party administrators).
 - CEO Risk Management will provide updated data beginning July 1, 2011 and thereafter each month.
 - CEO and Probation Risk Management staff have walked the sites where the increased number of "falls" were claimed and have not found any significant uplift, cracks or obvious reasons for the significant increase in falls. They are currently reviewing files to see if there are witnesses to these incidents or more information available to explain the number of falls.
 - During the week of June 27, 2011, CEO and Probation Risk Management

staff are meeting to focus on analyzing high priority (frequency) incidents as well as to identify cases where a single employee has made multiple claims.

- In mid-July, Probation and CEO Risk Management will finalize the Probation Safety Plan, identify specific "tailgate training" locations (onsite training at locations which have seen increased claims), and will work with management and employees at specific Probation bureaus which have seen increases in claims.
 - CEO Risk Management staff continue to make themselves available to assist Probation in both the Return to Work and Safety functions.
- CEO, DHR, County Counsel and outside counsel have begun discussions about a countywide approach to long term leave based on the principles of "return (with any necessary accommodation); retrain; reclassify; and release" to ensure consistency between departments in how long term leave is handled and to close out cases in a timely manner so that operations are not negatively impacted.
 - DHR and CEO Risk Management are exploring the concept of matching employees with work restrictions to temporarily help in any department that has work that qualifies under the work restrictions.

If you have any questions, please contact me, or have your staff contact Ellen Sandt at (213) 974-1186 or Lisa Garrett at (213) 974-2406.

WTF:EFS:LMG:ef

Attachments

c: Executive Office, Board of Supervisors
 County Counsel
 Human Resources
 Probation

Probation Department

Workers' Compensation Claim Count

7/1/09 - 6/30/10 through 7/1/10 - 6/22/11

CAUSE DESCRIPTION	FY 2009-10	7-1-10 to 6-22-11
ACCIDENT TYPE, NEC	2	0
— ASSAULTED, NEC	79	90
ATTACKED BY ANIMAL	1	0
— BITTEN/STUNG BY INSECT	4	10
BODY FLUID CONTACT	4	5
C.T. CARDIOVASULAR ILL.-STRESS	5	1
C.T. EMOTIONAL ILLNESS/STRESS	12	5
— C.T. OTHER PHYS. ILLNESS/STRESS	0	14
— C.T. PHYS. INJURY TO BODY PART	13	40
CAUGHT BETWEEN 2+ MOVING OBJ.	75	74
CAUGHT BETWEEN MOVING/STAT OBJ	10	6
CAUGHT IN MACHINE OR MACH.PARTS	1	1
CONTACT/EXPOS. - SITE OF FIRE	2	0
— CONTACT/EXPOS. WORKSITE-INSIDE	49	79
CONTACT/EXPOS. WORKSITE-OUTSIDE	1	4
EXPOSURE TO INFECTIOUS DISEASE	1	3
FALL DOWN STAIR	12	11
FALL FROM CHAIR	17	18
FALL INTO SHAFT, FLOOR OPENING	3	5
— FALL ON FLOOR/PARKING LOT	114	160
FALL ON SIDEWALK - OUTSIDE BLDG	3	1
FALL ON WALKWAY INSIDE BLDG.	8	3
FALL ONTO OR AGAINST OBJECTS	23	13
HOT OBJECTS OR SUBSTANCES	1	1
INJURED IN RESTRAINING SUSPECT	25	10
INSUFFICIENT DATA TO CLASSIFY	38	40
JUMPING FROM ELEVATION	1	0
LIFT/LOWER/CARRY OBJECT(S)	42	33
— PULL OR PUSH OBJECT(S)	112	137
RECOVER FROM VOLUNT.BODY MOTION	23	31
RECOVERING FROM SLIP,LOSS BAL.	45	27
RUBBED BY LEAN/KNEEL/SIT ON OBJ	4	8
RUBBED BY OBJ. BEING HANDLED	8	11
SELF INFLICTED - ACCIDENTAL	1	1
SHOCK OR ELECTROCUTION	0	2
STRUCK AGAINST MOVING OBJECT(S)	2	1
STRUCK AGAINST STATIONERY OBJ.	28	22
STRUCK BY FALL/SLIDE/MOVE OBJ.	40	28
STRUCK BY FLYING OBJECT(S)	4	7
— STRUCK BY MOVING MOTOR VEHICLE	15	21
STUCK OR PUNCTURED	6	0
TRANSPORTATION - MOTOR EQUIP.	0	1
TRANSPORTATION - MOTOR VEHICLE	2	3
UNINTENTIONALLY INJ BY ANOTHER	6	4
TOTAL COUNT	842	931

Highlighted in red are claims that showed an increase from prior year

09-10 Comparison

CAUSE_DESC	Probation	Sheriff
ACCIDENT TYPE, NEC	0.24%	7.36%
ASSAULT – SHOT BY ANOTHER	0.12%	0.15%
ASSAULTED, NEC	9.68%	1.11%
ATTACKED BY ANIMAL	0.12%	0.64%
BITTEN/STUNG BY INSECT	0.35%	0.84%
BODY FLUID CONTACT	0.47%	1.09%
C.T. CARDIOVASCULAR ILL.-STRESS	0.00%	4.09%
C.T. EMOTIONAL ILLNESS/STRESS	1.18%	0.82%
C.T. OTHER PHYS. ILLNESS/STRESS	1.89%	1.34%
C.T. PHYS. INJURY TO BODY PART	1.65%	4.66%
CAUGHT BETWEEN 2+ MOVING OBJ.	8.85%	0.05%
CAUGHT BETWEEN MOVING/STAT OBJ	1.18%	1.58%
CAUGHT IN MACHINE OR MACH.PARTS	0.12%	0.15%
CONTACT/EXPOS. – SITE OF FIRE	0.24%	0.30%
CONTACT/EXPOS. WORKSITE-INSIDE	6.61%	0.72%
CONTACT/EXPOS. WORKSITE-OUTSIDE	0.12%	0.37%
CONTACT/EXPOSURE CAUSTICS –SITE	0.00%	0.02%
EXPOSURE TO INFECTIOUS DISEASE	0.24%	11.84%
EXPOSURE TO NOISE	0.00%	0.82%
EXPOSURE TO RADIATION-SUN RAYS	0.00%	0.72%
FALL DOWN STAIR	1.42%	0.45%
FALL FROM CHAIR	2.13%	0.47%
FALL FROM FENCE	0.00%	0.07%
FALL FROM LADDER	0.00%	0.05%
FALL FROM ROOF, ANIMAL, OTHER	0.00%	0.22%
FALL FROM SCAFFOLD, WALKWAY	0.00%	0.22%
FALL FROM VEHICLE	0.00%	0.30%
FALL INTO SHAFT, FLOOR OPENING	0.35%	0.25%
FALL ON FLOOR/PARKING LOT	13.70%	0.40%
FALL ON SIDEWALK – OUTSIDE BLDG	0.35%	1.26%
FALL ON WALKWAY INSIDE BLDG.	0.94%	2.63%
FALL ONTO OR AGAINST OBJECTS	2.72%	0.47%
GENERAL COLD-ATMOSPHERE/ENVIRON	0.00%	0.07%
GENERAL HEAT-ATMOSPHERE/ENVIRON	0.00%	0.22%
HOT OBJECTS OR SUBSTANCES	0.12%	0.15%
INJURED IN RESTRAINING SUSPECT	2.95%	13.99%

INSUFFICIENT DATA TO CLASSIFY	4.72%	0.47%
JUMPING FROM ELEVATION	0.12%	0.27%
LIFT/LOWER/CARRY OBJECT(S)	5.08%	5.77%
PULL OR PUSH OBJECT(S)	13.34%	1.16%
RECOVER FROM VOLUNT.BODY MOTION	2.83%	15.18%
RECOVERING FROM SLIP,LOSS BAL.	2.95%	2.75%
RUBBED BY FOREIGN MATTER-EYE(S)	0.00%	0.84%
RUBBED BY LEAN/KNEEL/SIT ON OBJ	0.47%	0.00%
RUBBED BY OBJ. BEING HANDLED	0.94%	0.37%
RUBBED BY VIBRATING OBJECT	0.00%	0.02%
SELF INFLICTED - ACCIDENTAL	0.12%	0.27%
SELF INFLICTED - DELIBERATE	0.00%	0.02%
SHOCK OR ELECTROCUTION	0.00%	0.10%
STRUCK AGAINST MOVING OBJECT(S)	0.24%	0.25%
STRUCK AGAINST STATIONERY OBJ.	3.19%	3.89%
STRUCK BY FALL/SLIDE/MOVE OBJ.	4.84%	3.15%
STRUCK BY FLYING OBJECT(S)	0.47%	0.02%
STRUCK BY MOVING MOTOR VEHICLE	1.30%	0.27%
STUCK OR PUNCTURED	0.71%	0.32%
TRANSPORTATION - MOTOR VEHICLE	0.24%	4.23%
TRANSPORTATION - MOTORCYCLE	0.00%	0.42%
UNINTENTIONALLY INJ BY ANOTHER	0.71%	0.05%
WIELD OR THROW OBJECT(S)	0.00%	0.27%
Grand Total	100.00%	100.00%